



New Jersey Department of Children and Families Policy Manual

Manual:	NJAC	NJ Administrative Code Excerpts	Effective Date:
Title	5	Community Affairs	
Chapter	61	Address Confidentiality Program	1/11/2010
Subchapter:	9	Information Release To Law Enforcement Agencies Or Upon Court Order	
Section	2	Requests for release of records to law enforcement agencies (N.J.A.C. 5:61-9.2)	

§5:61-9.2 Requests for release of records to law enforcement agencies

(a) A request for the release of an application, record or other information concerning a program participant to a law enforcement agency may be honored only if the law enforcement agency submits by mail, a written request on official letterhead to the Commissioner or his or her designee at ACP, PO Box 207, Trenton, NJ 08602-0207, which contains:

1. The signature of the agency's chief law enforcement officer;
2. The date of the request;
3. The name of the program participant; and
4. The reason or purpose for which the information is requested and its relation to the official duties or responsibilities of the law enforcement agency.

N.J.A.C. 5:61-9.3 (2014)